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CONFIDENTIAL

ROUTING AND RECORD SHEET

SUBJECT: (Optional)

Reporting Unauthorized Disclosures to ISOO

FROM: Chief, Policy Branch/PPG

EXTENSION | NO. 25X1

DATE 9 February 1984 25X1 25X1

TO: (Officer designation, room number, and building)	DATE RECEIVED	DATE FORWARDED	OFFICER'S INITIALS	COMMENTS (Number each comment to show from whom to whom. Draw a line across column after each comment.)
1. DD/PSI	2/9/84	0700	[redacted]	O-1: Attached is correspondence between Chairman/SECOM and Mr. Steven Garfinkel, Director, Information Security Oversight Office, which outlines procedures for reporting unauthorized disclosures to ISOO. 25X1
2. ↓				
3. OS/SAG Attn: [redacted]				
4.				I have discussed the contents of those materials with [redacted] 25X1 SAG, who is in liasion with the officials in our Office of General Counsel and the Office of Information Services who are involved in this reporting process. Bill has indicated his willingness, with your prior approval, to broker setting up the arrangements.
5.				
6.				
7.				Please pass to Bill if you concur.
8.				OK
9.				[redacted] 25X1
10.				
11.				
12.				
13.				
[redacted]				[redacted] 25X1

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DIRECTOR OF CENTRAL INTELLIGENCE
Security Committee

SECOM-D-024

1 February 1984

MEMORANDUM FOR: SECOM Members

FROM: [redacted] STAT
Chairman

SUBJECT: Reporting Unauthorized Disclosures to ISOO

1. Attached are copies of my 5 December 1983 letter to ISOO Director Garfinkel and of his 19 January 1984 reply concerning agreed procedures for the Intelligence Community to use in reporting unauthorized disclosures of intelligence to ISOO.

2. As suggested in Mr. Garfinkel's letter, the established ISOO liaison channel in each member agency should be used in submitting both the semi-annual reports and those of systemic problems. The semi-annual statistical reports should be provided on a fiscal year basis, covering the periods of October through March and April through September. Copies of these reports or portions of reports dealing with unauthorized disclosures of intelligence should be provided to SECOM.

3. If there are any questions, please call. [redacted] STAT

Attachments: as stated

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Thanks again for inviting me to the SECOM Seminar and for your continued support in implementing the provisions of Executive Order 12356.

Sincerely

Steven Garfinkel

STEVEN GARFINKEL
Director

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General Services Administration
Information Security Oversight Office
Washington, DC 20405

January 19, 1984

STAT

Chairman, Security Committee
Central Intelligence Agency
Washington, DC 20505

STAT

Dear

It was a pleasure to participate in the Security Committee's (SECOM) 1983 Seminar, at which we discussed procedures for reporting unauthorized disclosures to the Information Security Oversight Office (ISOO). Your letter of December 5, 1983, sets forth the basic terms that we discussed and ISOO agrees with your understanding of them. To summarize, ISOO will accept semi-annual reports of unauthorized disclosures reported to the Department of Justice for investigation by each SECOM member agency, in addition to ad hoc reports of unauthorized disclosures that appear to result from a weakness in or misapplication of the information security system.

A few salient points require further clarification or comment. First, ISOO remains uncertain about the scope of the agreement as it applies to members of SECOM. Will reports include all components of SECOM member agencies or only the intelligence components of those agencies? In addition, ISOO currently has a liaison relationship with personnel in each agency responsible for submitting reports required by Executive Order 12356 and the ISOO Implementing Directive No. 1. Would SECOM components continue to report through this established channel in order to avoid confusion and duplication? These questions pertain to both the semi-annual reports and the ad hoc systemic disclosures.

ISOO agrees that reports of unauthorized disclosure should be unclassified. In addition to being briefed on the systemic problems, I suggest that a cleared representative of my staff or I be periodically briefed on the other classified reports. The members of my staff who would be briefed are fully cleared and their level of compartmented clearances can be verified through the Central Intelligence Agency registry.

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DIRECTOR OF CENTRAL INTELLIGENCE
Security Committee

SECOM-D-241
5 December 1983

Mr. Steven Garfinkel, Director
Information Security Oversight Office
General Services Administration
Room 6046
Washington, D. C. 20405

Dear Mr. Garfinkel:

Thank you once again for participating in the Security Committee's 1983 Seminar in October. Your presentation and the ensuing discussion were very beneficial to everyone's understanding of Information Security Oversight Office (ISOO) requirements for reporting unauthorized disclosures.

In order to document the agreement reached at the seminar, set forth below are the salient points agreed upon. Please advise if there are any misunderstandings.

-- ISOO will accept semiannual reports of the numbers of unauthorized disclosures occurring in each Intelligence Community agency. At minimum, these reports will include all cases of unauthorized disclosure reported to the Department of Justice. Disclosures involving systemic problems - i.e., faults in the security system - are to be reported promptly, and not held for the semiannual report. Systemic problems include such things as lack of security mechanisms to screen releases, or blind following of outdated and/or ineffective procedures. No classified reports are to be sent to ISOO. In cases where the disclosure of classified information is essential to understanding of systemic problems, ISOO will be notified by the reporting agency of the need for discussion. ISOO will send a cleared representative to receive a classified briefing.

If the above description accurately portrays the agreed upon ISOO requirements for reporting leaks, we will advise SECOM members. If you prefer to have all the semiannual reports submitted at the same time, please let us know what dates would be desired.

Once again, I believe your meeting with SECOM was mutually helpful. A formal system for reporting and maintaining statistics on unauthorized disclosures should assist materially in making known to policymakers the scope of the leak problem besetting the U.S. Government.

Sincerely yours,

STAT

Chairman

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